Window Replacement

City of Hayward Development Services Department

2013 Update

PERMIT REQUIREMENTS

Replacing or adding new windows, sliding glass doors or skylights requires a building permit. Broken window glass can be repaired in any of these without a permit if the existing sash and frame stay in place.

FEES

Fees for window replacements or new installations are based on valuation. This includes the fair market cost for both labor and materials. Please provide the Permit Technician with an accurate valuation when applying for a permit or to obtain a fee estimate.

RETROFIT WINDOWS

A retrofit window replaces the glazing and the sash but leaves the existing frame in place. **Retrofit windows do not need to meet the exact dimensional requirements for egress (sill height and openable area), but they will need to meet the minimum energy code requirements and not reduce egress capacity**. Retrofit windows must stay in the same format as the original. For example, if the existing window was slider, the retrofit window cannot be a fixed. The contractor shall attempt to the fullest extent possible, not to reduce the size of an existing egress opening when installing retrofit windows.

ENERGY CODE REQUIREMENTS

Both new and retrofit windows need to meet the minimum efficiency requirements set by the California Energy Code. **New windows, sliding glass doors and skylights need to have a Maximum U-Factor of .40** (*a low u-factor means the window has a higher insulation value*).

SAFTEY GLAZING REQUIREMENTS

Windows installed within 2' of doors, within 18" of walking surfaces, and within stairways are required to be tempered. Windows within tub or shower enclosures that are positioned less than 5' above drain must also be tempered.

WINDOW SECURITY BARS

Window bars cannot be installed over bedroom egress windows unless they can be opened from the inside without effort or special knowledge. Installing security bars on a bedroom egress window triggers the requirement to install smoke detectors in all bedrooms and hallways leading to bedrooms if they are not already there. (See CRC 310.4)

ADDING NEW SLIDING GLASS DOORS

When adding a sliding glass door in a location where there was not one before, a landing may need to be installed to complete the project. All doors must have a landing that is as wide as the door opening and at least 3 feet deep in the direction of travel. The step from the inside of the house down to the landing and all other steps shall not be more than 7 3/4 inches high. Any steps down from the landing shall have a run of at least 10 inches.

LIGHT AND VENTILATION REQUIREMENTS

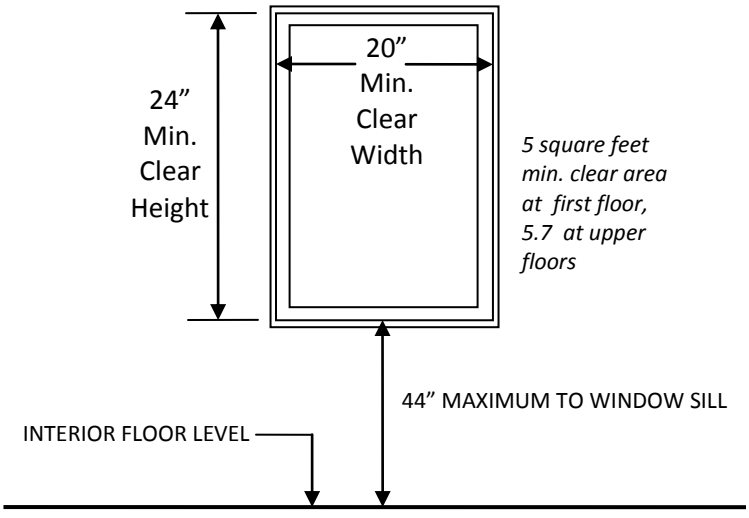
Windows are required to provide light and natural ventilation to habitable rooms of a dwelling. The amount of window ventilation shall be 4% of the floor area for the specific room. The minimum glazed area shall not be less than 8% of the floor area for natural lighting.

EMERGENCY ESCAPE and RESCUE OPENINGS

The California Residential Code requires that bedrooms have a means of escape and rescue (See CRC 301.1). This can be accomplished with a door from the bedroom to the outside or through a window. If a bedroom does not have a door directly to the outside, then at least one window in the room must meet the specific dimensional requirements for egress as described below.

AT LEAST ONE WINDOW IN EACH BEDROOM MUST MEET THE FOLLOWING REQUIREMENTS:

- MINIMUM WIDTH OF OPENING: **20”**
- MINIMUM HEIGHT OF OPENING: **24”**
- MAXIMUM HEIGHT TO SILL: **44”**
- MINIMUM CLEAR OPENABLE SIZE ON THE FIRST FLOOR: **5 square feet**
- MINIMUM CLEAR OPENABLE SIZE ON FLOORS ABOVE THE FIRST FLOOR: **5.7 square feet**



Example:

A 20” wide casement window that is 24” tall has a net open area of 3.3 square feet. This will not work for a first or second floor egress window. Although it meets the size requirements for width and height, it does not meet the open area requirement.

A 20” wide casement window located on the first floor would need to be at least 36” inches tall to meet the open area requirement: 20” x 36”= **720 square inches**. To convert square inches to square feet, divide by 144: **720/144= 5**. The window is o.k.

Make sure to check the openable part of the window for the minimum areas. If a window has fixed panels they can’t be counted in the calculation.